



**CAPITAL  
Development  
BOARD**

**Building a Better Illinois**

Bruce Rauner, Governor James Reilly, Chairman

**BOARD BOOK**

**August 9, 2016**

**11:00 a.m.**

**Video-Conference between:**

**James R. Thompson Center  
100 West Randolph Street, Suite 14-600  
Chicago, Illinois**

**Illinois Dept. of Transportation  
1102 East Port Plaza  
Collinsville, Illinois**

**Robert Oxtoby Board Room  
Wm. G. Stratton Office Building  
401 S. Spring St., 3rd Floor  
Springfield, Illinois**

**BOARD MEMBERS:**

James Reilly, Chairman  
William A. Lowry, Sr., Vice Chairman  
Glyn Ramage  
Miles Beatty, III  
Steve Orlando  
Pam McDonough  
Jack V. Carney

Jodi Golden, Executive Director



**CAPITAL DEVELOPMENT BOARD**

**August 9, 2016, 11:00 a.m.  
Video-Conference  
between  
the following three locations:**

**James R. Thompson Center**  
100 West Randolph Street  
Suite 14-600  
Chicago, Illinois

**Robert Oxtoby Board Room**  
3<sup>rd</sup> Floor Stratton Building  
401 S. Spring Street  
Springfield, Illinois

**IDOT Office**  
1102 East Port Plaza  
Collinsville, Illinois

- 1. **CALL TO ORDER**
- 2. Roll Call of Members
- 3. Confirmation of a Quorum

**PRELIMINARY ITEMS**

- 4. Adoption of Agenda
- 5. Approval of the June 14, 2016 Minutes ..... 1-4
- 6. Approval of the June 14, 2016 Executive Session Minutes .....5
- 7. Introduction of Guests

**BOARD ACTION**

- 8. Proposed changes to the Board Resolution on  
Single Bids/Change Orders/Modifications/Release of Funds ..... 6-9

**INFORMATION ITEMS**

- 9. Follow-up Change orders for Board approved Proceed Orders.....10
- 10. Director's Architect/Engineer Selection.....11-13

**EXECUTIVE SESSION**

- 11. Pending Litigation (5 ILCS 120/2(c)(11))

Staff contact: Candy Murphy 217.782.8726

SUBJECT: Meeting Minutes for June 14, 2016 Board Meeting

The June 14, 2016 meeting of the Capital Development Board was held by video-conference at the James R. Thompson Center, 100 West Randolph Street, Suite 14-600, Chicago, Illinois, the Stratton Office Building, 401 South Spring Street, Third Floor, Springfield, Illinois and the Illinois Department of Transportation Office, 1102 East Port Plaza, Collinsville, Illinois.

The following Board Members were present:

**Chicago**

James Reilly, Chairman  
Miles Beatty, III  
Steve Orlando  
Jack V. Carney

Others present:

**Chicago**

Jodi Golden, CDB  
Amy Romano, CDB  
Ron Wright, CDB  
Andrea Bauer, CDB  
Mike Wilson, CDB  
Karla Springer, CDB  
Victor Morales, CDB  
Jesse Martinez, CDB  
John Nalis, CDB  
Greg Spitzer, DKA  
Peter Euoponcos, DKA  
Jairo Munoz, CDB  
Andres Padua, CDB  
Paula Sorenson, CDB  
Brent Lance, CDB

**Springfield**

Candy Murphy, CDB  
Marcy Joerger, CDB  
Lisa Mattingly, CDB  
Margaret VanDijk, CPO  
Don Broughton, CDB  
Gus Behnke, CDB  
Heidi Hildebrand, CDB  
Paul Kmett, CDB  
Sandy Begue, CDB  
Jaclyn O'Day, CDB  
Steve Halm, CDB  
Jerry Burlingham, CPO  
Taryn Butler, CDB Intern  
Noah Yantis, CDB Intern  
Matt Williams, CDB  
Tim Patrick, CDB  
Dave Helfrich, DMAIL  
Cameron Stanberry, DMAIL  
James Cockrell, CDB  
Van Austin, CPO  
Kathryn Martin, CDB

The meeting was called to order at 11:18 a.m.

Candy Murphy took roll call. For the record, Chairman Reilly and members Miles Beatty, III, Steve Orlando and Jack Carney were present at the Chicago meeting site.

Mr. Orlando moved and Mr. Carney seconded a motion for the adoption of the agenda. Chairman Reilly called for a vote, and the motion was approved unanimously.

Mr. Carney moved and Mr. Orlando seconded a motion to approve the minutes of the May 10, 2016 meeting. Chairman Reilly called for a vote, and the motion was approved unanimously.

All attendees and guests in Springfield and Chicago introduced themselves to the Board. There were no guests in Collinsville.

Mr. Wright presented the following Proceed Order to the Board:

**Proceed Order – Illinois Youth Center - Joliet**

Renovate and Upgrade Facility

Joliet, Will County, Illinois

CDB Project No. 120-231-030

A/E: DLR Group

**Proceed Order ..... \$168,000.00**

Mr. Orlando moved and Mr. Carney seconded a motion to approve the Proceed Order. Chairman Reilly called for a vote, and the motion was approved unanimously.

Mr. Wright presented the following Proceed Order to the Board:

**Proceed Order – Joliet Junior College**

Construct City Center/Adult Education Facility

Joliet, Will County, Illinois

CDB Project No. 810-048-023

A/E: Demonica Kemper Architects

**Proceed Order ..... \$245,000.00**

Mr. Beatty moved and Mr. Carney seconded a motion to approve the Proceed Order. Chairman Reilly called for a vote, and the motion was approved unanimously.

Mr. Wright presented the following Change Order to the Board:

**Change Order – SIU Edwardsville**

Old Science Building Renovation

Edwardsville, Madison County, Illinois

CDB Project No. 825-030-067 Phase 3

A/E: Hastings + Chivetta Architects, Inc.

**Change Order ..... \$286,220.00**

Mr. Beatty moved and Mr. Carney seconded a motion to approve the Change Order. Chairman Reilly called for a vote, and the motion was approved unanimously.

Mr. Lance presented the following A/E selection recommendation:

|    |             |   |   |
|----|-------------|---|---|
| 1. | 546-325-075 | Department of Military Affairs -Camp Lincoln<br>Renovate Building #20 and Site Improvements<br>Springfield, Sangamon County, Illinois<br>1. Allied Design Consultants, Inc.<br>2. FWAI Architects, Inc.<br>3. Steckel-Parker Architects, Inc. | Appropriation:<br>\$135,000<br>Project Cost:<br>\$1,500,000 |
|----|-------------|---|---|

Mr. Beatty moved and Mr. Orlando seconded a motion to approve the previous recommendation for the selection of architects/engineers. Chairman Reilly called for a vote, and the motion was approved unanimously.

Chairman Reilly presented proposed changes to the CDB Board Resolution on Single Bids/Change Orders/Modification/Release of funds.

Mr. Beatty moved and Mr. Carney seconded a motion to approve the proposed changes to the Board Resolution on Single Bids/Change Orders/Modification/Release of funds as submitted. Chairman Reilly called for a vote, and the motion was approved unanimously.

Mr. Lance noted the following Architect/Engineer selected by the Executive Director as an informational item:

|    |             |   |                               |
|----|-------------|---|-------------------------------|
| 1. | 291-125-001 | Department of State Police<br>Construct Metro-East Forensic Laboratory<br>State Police Forensic Laboratory<br>Belleville, St. Clair County, Illinois<br><br>1. Harley Ellis Devereaux Corporation | Project Cost:<br>\$36,000,000 |
|----|-------------|---|-------------------------------|

Mr. Beatty moved and Mr. Carney seconded a motion to move to Executive Session for the purpose of discussing pending litigation. Chairman Reilly called for a vote, and the motion was approved unanimously.

Executive Session convened at 11:38 a.m. One item of business was discussed.

Mr. Beatty moved and Mr. Carney seconded a motion to return to open session. Chairman Reilly called for a vote, and the motion was approved unanimously.

Regular session reconvened at 12:05 p.m.

Mr. Beatty moved and Mr. Carney seconded a motion to approve pending litigation as discussed in executive session. Chairman Reilly called for a vote, and the motion was approved unanimously.

Mr. Beatty moved and Mr. Carney seconded a motion to adjourn. Chairman Reilly called for a vote, and the motion was approved unanimously. The meeting adjourned at 12:06 p.m.

# **EXECUTIVE SESSION MINUTES**

## RESOLUTION

WHEREAS, the Capital Development Board, at its November 28, 2007 meeting, revised the approval levels for the award of single bids, the execution of change orders, approval of A/E modifications and the recommendation of release of funds to the Governor.

WHEREAS, the Capital Development Board, at its September 11, 2012 and June 14, 2016 meetings, approved clarifications to the changes referenced above.

WHEREAS, additional clarifications are necessary to address approval levels for change orders, proceed orders, and A/E modifications for costs related to the budget impasse, as well as approval levels for additional services in A/E modifications.

NOW, THEREFORE, be it resolved, that the Board establishes the following approval exemptions for the award of proceed orders, change orders, and A/E modifications for costs related to the budget impasse, and clarifies approval levels for additional A/E services:

1. Single Bids:

On bid lettings which result in a single bid, the bid may be opened and the Executive Director is authorized to award contracts if the bid is less than or equal to \$500,000. Such awards must be determined by the Executive Director to be in the best interest to the State of Illinois and based on the recommendation of the staff of the Capital Development Board.

That recommendation shall be based on factors such as availability of registered contractors in the project area, whether there was sufficient notification to those contractors by advertisement of the work, the number of valid plan holders, the type of work being bid and the availability of contractors to bid that work, and whether the bid is less than or equal to 150% of the A/E's estimate. If the Executive Director determines that the project team failed to foster a competitive bidding situation, the Executive Director shall direct a rebid of the contract.

The Executive Director shall submit to the Board single bids exceeding \$500,000 or exceeding 150% of the A/E's estimate, along with the staff's recommendation for approval.

The Executive Director shall submit to the Board as an informational item any single bid awarded within his/her authority. This section shall not apply to emergency projects.

2. Proceed Orders and Change Orders

A. The Executive Director shall have approval authority for any proceed order or change order less than \$100,000. The Board shall have approval authority on all proceed orders and change orders \$100,000 or over in value, except as provided in paragraphs D., and E., and F. below. Notwithstanding the above, change orders which incorporate alternate bids at the bid price or less shall not require Board approval, regardless of their value.

B. The Executive Director may delegate proceed order and change order approval levels as follows:

|                                 |                      |
|---------------------------------|----------------------|
| Deputy Director of Construction | \$50,000 to \$74,999 |
| Construction Administrator      | \$25,000 to \$49,999 |
| Regional Manager                | \$10,000 to \$24,999 |
| Project Manager                 | \$ 0 to \$ 9,999     |

C. For purposes of this resolution, a change order is any individual change order, or a package of all related proposed contract changes to construction contracts on the project. A proceed order is any individual proceed order, or a package of all related proposed contract changes to construction contracts on the project. The value of the project is the sum of all construction contract awarded amounts for that project or that phase of the project.

The value of the change orders are determined by their add amounts. Credits, or deduct, change orders, are not required to be approved by the Board, regardless of their amount.

D. Board approval is not required for proceed orders or change orders \$100,000 or over for emergency projects. CDB shall present such proceed orders and change orders to the Board as informational items.

E. Board approval is not required for a change order related to a proceed order for the same work if the change order is within the not-to-exceed amount listed in the proceed order. CDB shall present such change orders to the Board as informational items.

F. The Board delegates approval authority to the Executive Director for proceed orders or change orders \$100,000 or over which seek costs related to the budget impasse containing the 118/218 change order code. CDB shall present such proceed orders and change orders to the Board as informational items. This paragraph F. is automatically repealed one year from the date of Board approval of this paragraph unless the repeal date is further extended by the Board.

3. A/E Modifications:

- A. The Board shall have approval authority or modifications to professional service contracts whose value of basic services and additional services plus any related reimbursable costs exceeds \$100,000 and were not provided for in the original contract, except as provided in paragraph I. and J. below. Basic services and additional services are those professional services as defined by the contract.
- B. The Board shall also have approval authority for modifications consisting of only reimbursables that exceed \$100,000 and which include a mark up for overhead and profit to the contracting party, except as provided in paragraph I. and J. below. Modifications greater than \$100,000 for reimbursables at cost (without mark up) to the contracting party shall not require Board approval.

For reimbursables with mark ups, the Board may grant specific exemptions for a project.

- C. For professional services contracts that are initially awarded without an amount for basic services or only a partial amount due to funding restrictions or lack of an adequate scope or program, any modification required to obligate the full amount for the basic services, additional services, and related reimbursables shall not require Board approval.
- D. For A/E contracts, reimbursables are defined as those expenses that are usually outside the normal design services and include soil boring, testing, additional reproduction costs, special studies and reports to comply with State statutes such as the Historical Preservation Act, etc. These reimbursables require authorization by CDB.
- E. For construction management contracts, items defined as reimbursable will vary with the contract as negotiated with the construction manager. Reimbursable items include job site facilities for the CM and project general condition items such as temporary utilities, road, barriers, clean up, etc.
- F. Such modification must be germane to the original project program or scope. When the need for a modification becomes necessary, the contract shall not be modified in increments or parts to meet that need. The Contract Executives shall review and recommend approval of all modifications.
- G. The Executive Director may approve, or delegate appropriate approval levels on modifications that do not exceed \$100,000 or do not require Board approval as outlined above. Currently these delegated levels are equal to those for change orders.

Effective 8/9/2016

- H. The Executive Director may approve any modification to an existing contract that is the result of a new A/E selection that has been approved by the Board. If the A/E has a current contract open at the same facility for the same using agency, the current contract may be modified in lieu of issuing a new contract.
- I. Board approval is not required for modifications to emergency contracts. CDB shall present such modifications to the Board as informational items.
- J. The Board delegates approval authority to the Executive Director for modifications \$100,000 or over which seek costs related to the budget impasse containing the 750 modification code. CDB shall present such modifications to the Board as informational items. This paragraph J. is automatically repealed one year from the date of Board approval of this paragraph unless the repeal date is further extended by the Board.

4. Release of Funds:

- A. The Executive Director is hereby authorized to request the Governor's Release of Funds for all projects for the total value of less than One Hundred Thousand Dollars (\$100,000).

The Executive Director shall provide to the Board quarterly reports of all Single Bid, Change Order and Architect/Engineer Modification activity approved within her/his authority.

Effective 8/9/2016

**CAPITAL DEVELOPMENT BOARD**

Informational Item

| Project Number | Project Description  | Proceed Order Number | Total Amount of Proceed Order | Board Date Approved | Total Amount of Associated Change Order(s) & Date Executed  | Percentage Complete of Change Order Work |
|----------------|--|----------------------|-------------------------------|---------------------|---|--|
| 546-006-001    | DMA-Construct Army Aviation Support Facility and Readiness Center, Kankakee County, IL | 002                  | \$849,232.00                  | 04/14/15            | <b>G-2:</b> \$536,756.02<br>(07/14/15)<br><b>G-2R:</b><br>\$260,529.27<br>(08/02/16)<br>Total: \$797,285.29 | 100%                                     |
| 546-006-001    | DMA-Construct Army Aviation Support Facility and Readiness Center, Kankakee Co., IL    | 008                  | \$1,173,657.00                | 09/15/15            | <b>G-14:</b><br>\$389,561.31<br>(08/02/16)  | 60%                                      |

**SUBJECT: *Director's Selection / Information Items***

| <u>PROJECT NO.</u> | <u>FIRM/JOB DESCRIPTION</u>  | <u>ESTIMATED<br/>TOTAL PROJECT<br/>COST</u> |
|--------------------|--|---|
| 120-040-026        | Emergency Chiller Replacement – Admin. Bldg.<br>Department of Corrections<br>Danville Correctional Center, Vermilion County<br><br><i>SELECTED FIRM:</i><br><br><i>G.H.R. Engineers and Associates, Inc.</i> | \$ 200,000                                  |
| 546-318-013        | Construct Firing Range<br>Department of Military Affairs<br>Sparta Armory/Readiness Center, Randolph County<br><br><i>SELECTED FIRM:</i><br><br><i>McDonough-Whitlow, P.C.</i>                               | \$ 850,000                                  |

**A/E SELECTION APPROVED BY THE EXECUTIVE DIRECTOR**

**BOARD MEETING DATE:** August 9, 2016

**CDB PROJECT NO:** 120-040-026

**PROJECT DESCRIPTION:** Emergency Chiller Replacement – Admin. Bldg.

**PROJECT LOCATION:** Department of Corrections  
Danville Correctional Center, Vermilion County

**PROJECT AMOUNT:** \$200,000

**PROJECT SCOPE OF WORK:**

The Danville Correctional Center is a medium security facility that houses approximately 1,715 offenders and 290 employees. At the present time, the A/C unit for the administration building has completely failed. The unit is approximately 35 years old and over the past several years the Department of Corrections has spent thousands of dollars in repair costs and thousands more for water to be continuously poured over the condensing units just to keep the unit limping along. The Administration Building houses management staff, the business office, records office, armory, offender visiting room and the health care unit. It is imperative that a chiller be procured and installed as expeditiously as possible.

**ARCHITECT/ENGINEER:** G.H.R. Engineers and Associates, Inc. (26673)  
1615 S. Neil Street  
Champaign, Illinois 61820

**APPROVED BY THE EXECUTIVE DIRECTOR:** July 21, 2016

**A/E SELECTION APPROVED BY THE EXECUTIVE DIRECTOR**

**BOARD MEETING DATE:** August 9, 2016

**CDB PROJECT NO:** 546-318-013

**PROJECT DESCRIPTION:** Construct Firing Range

**PROJECT LOCATION:** Department of Military Affairs  
Sparta Armory/Readiness Center, Randolph County

**PROJECT AMOUNT:** \$850,000

**PROJECT SCOPE OF WORK:**

The Sparta Armory/Readiness Center is a 50,250 square foot, seven-building facility established in 1989.

The scope of work provides for constructing a U.S. Army Corps of Engineers standard design Basic 10M-25M Firing Range (Zero) using a design-bid-build contractual format. The range includes the following items that are integral to the facility: Range Control Tower, Ammunition Breakdown Building, Bleacher Enclosure and the relocation of high voltage power lines with the surface danger area. Construction will include all utility services, information systems, fire detection and alarm systems, roads, walks, curbs, gutters, storm drainage, parking areas and site improvements.

**ARCHITECT/ENGINEER:** McDonough-Whitlow, P.C. 27748  
9025 Illinois Route 27, PO Box A  
Taylor Springs, IL 62089

**APPROVED BY THE EXECUTIVE DIRECTOR:** June 28, 2016

## FY17 CDB BOARD MEETING SCHEDULE

| <b>DATE</b>                           | <b>TIME</b> | <b>LOCATION</b>   |
|---------------------------------------|-------------|---|
| CANCELED<br>July 12, 2016             | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |
| August 9, 2016                        | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |
| September 13, 2016                    | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |
| October 11, 2016                      | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |
| November 15, 2016                     | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |
| December 13, 2016                     | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |
| January 10, 2017                      | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |
| February 14, 2017                     | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |
| Springfield Meeting<br>March 14, 2017 | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |
| April 11, 2017                        | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |
| May 9, 2017                           | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |
| June 13, 2017                         | 11:00 a.m.  | Chicago, Springfield &<br>Collinsville video-conference |